

URBAN LANDSCAPE COMMISSION
MINUTES
May 22, 2013
Public Safety Building, Conference Room

Meeting called to order 4:35 PM.

1. **Attendance:** Marchetta Maupin, Kara Hurst (chair), Julie Lattanzi, Annette Tanner, Jerry Steketee, Michael Hasenmyer, Jenny Seline, Kitty Lozier, Bill Kaweck, Nicole Panaccione (secretary). A. Tanner motioned to approve the Minutes from April meeting with corrections. J. Lattanzi seconded the motion. Minutes approved with corrections. Julie Lattanzi announced she was leaving the commission, effective immediately. The ULC will need new representatives for 2nd, 5th and 6th ward.
2. **Old Business:**
 - A. **ULC Web Page** – The board would like to invite Susan Sullivan as a guest speaker and discuss options for the web page. Suggestions made at the meeting:
 1. Don't overburden the site.
 2. What do we want the website to do for ULC?
 3. It is too long to scroll, use side tabs to link to topics.
 4. A map showing all sites maintained by ULC.
 5. Pictures of each Site, flower baskets and planters.
 6. Relevant information on first page.
 7. Face book could be a useful tool to link with web page.
 8. Create a Face book page.
 9. Helpful information links such as noxious / invasive plants.
 - B. **Your Community Foundation Trust Account**- no report.
 - C. **Public Safety Building Plaza**- Drill work to test subsidence will be done in June. The ULC will be contacted with the results once the work is finished.
 - D. **Spring Clean Up Ideas** – Each ward has been asked to submit a list of spring clean up locations.
 - E. **Public Administration Policy**- Rescheduling guest speaker for August.
3. **New Business:**

Lilac Project- A request has been made to plant 2 lilacs bushes in the city limits. The purpose is for a research project conducted by Rick Landenberger. It was approved by the board that M. Maupin will help with the site selection.
4. Boparc Report – None.

The WVU Horticulture intern for the summer is Whitney Dudding. The internship is for 12 weeks.

 - Bad weather and cold temperatures delayed initial plantings of the downtown flower baskets.

- BOPARC staff sent a letter to the City Manager stating they had senior summer campers who would plant and maintain the flower planters at both entrances to Marilla Park. Additionally, due to stabilization issues in the landscaped bed near the slide pool, Urban Landscape staff believes it is beyond staff capabilities to maintain that area as they have in the past. Most of the larger shrubs have died. UL staff requested the UL Commission remove Marilla Park from its' list of Project Sites. 7th Ward Commissioner motioned the Marilla Park site be removed from the Project Site List due to limited financial funds. Landscape Architect Commissioner seconded the motion. Motion passed.
 - Urban Landscape staff has been concentrating on tree pruning as there are currently no funds in the City budget for it. The trees on High St. and Walnut St. need pruning to keep signs visible and out of pedestrian, vehicle paths.
 - A local business planted a bump out in front of their store without consulting the City. UL Superintendent removed one that exceeded plant height limitations for that area. It was potted and returned to the business owner. Staff also discussed appropriate plant materials.
5. **Project site report-** The WVU Horticulture intern for the summer is Whitney Dudding. The internship is for 12 weeks.
- Bad weather and cold temperatures delayed initial plantings of the downtown flower baskets.
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6. **Tree Board Report-** K. Hurst – T. Terman had suggested a natural screen be planted to hide the view of garbage behind the dam. The tree board identified that there were young sycamore trees lining the bank and they will eventually reach the size to provide natural screening. The sycamore trees were considered a better solution since they are native plants in their natural environment. The tree board did not approve of planting additional evergreens.
7. **Proud of Our Town – A. Tanner-** The Yagle's received a Proud of Our Town award in April. Several board members were in attendance and the local newspaper covered the event. The

azaleas were in peak bloom. The ULC needs recommendations for the award and also recommendations for local businesses.

8. J. Steketee moved to adjourn. N. Panaccione seconded it. Next meeting scheduled for June 26th, 2013 at 4:30 PM at the Public Safety Building.
Meeting adjourned at 6:09 PM.